



**CITY OF FARMERS BRANCH
AGENDA
REGULAR MEETING
HISTORICAL PRESERVATION AND RESTORATION BOARD
TUESDAY, FEBRUARY 28, 2017
FARMERS BRANCH HISTORICAL PARK
2540 FARMERS BRANCH LANE, FARMERS BRANCH, TEXAS
7:00 P.M.**

- I. CALL TO ORDER**
- II. APPROVAL OF MINUTES FOR JANUARY 24, 2017 MEETING**
- III. CONSIDER EXCUSING THE ABSENCES OF SCOTT A. AMES FROM THE JANUARY 24, 2017 BOARD MEETING**
- IV. INTRODUCTION OF BRADLEY KENT, MARKETING COORDINATOR**
- V. DISCUSS THE HISTORICAL PARK'S RENTAL POLICY AND TAKE APPROPRIATE ACTION**
- VI. DISCUSS UPCOMING EVENTS**
- VII. REPORTS:**
 - A. COLLECTIONS**
 - B. FRIENDS OF THE HISTORICAL PARK**
 - C. MUSEUM EDUCATION/VOLUNTEERS**
 - D. MUSEUM/PLANNING**
 - E. MUSEUM STORE**
 - F. ORAL HISTORY**
 - G. PROGRAMS AND SPECIAL EVENTS**
 - H. REVENUE**
 - I. WEDDINGS**
- VIII. DISCUSS DIRECTOR'S REPORT AS IT RELATES TO ACTIVITIES AT THE SENIOR CENTER, RECREATION CENTER, HISTORICAL PARK, AND VARIOUS PARK FACILITIES**
- IX. ADJOURNMENT**

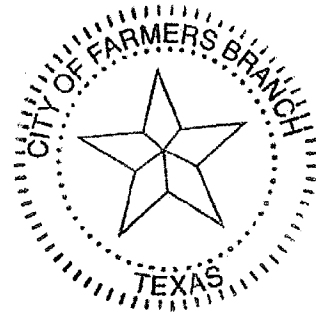
AMERICANS WITH DISABILITIES ACT, TITLE II

The Farmers Branch Historical Park is wheelchair accessible. Specially marked parking spaces are located in the parking area off Farmers Branch Lane. The Dodson House is accessible on the north side of the house. Persons with disabilities planning to attend this meeting who are deaf, hearing impaired or may need auxiliary aids such as sign interpreters or large print, are required to contact the City Secretary at 972-919-2503 at least 72 hours prior to the meeting.

I certify that the above notice of this meeting was posted at least 72 hours prior to the scheduled meeting time, in accordance with the Open Meetings Act, on the bulletin board at City Hall.

Approved to Post: *Arnell Putnam* Stamp:
City Secretary

Posted by: *City Secretary*
Date Posted: 2/23/17



**MINUTES
HISTORICAL PRESERVATION AND RESTORATION BOARD
REGULAR MEETING
TUESDAY, JANUARY 24, 2017**

PRESENT: Gretchen Cash
Ann Christman
Clare Connally
Marjorie Cutler
Carol Dingman
Connie Hardy
Bitsy Laney
Kay Lynn Lyon
Patsy Mayo – Emeritus
Beth Wood

STAFF: Derrick Birdsall
Historical Park Supt.

Kim Jolly Chapman
Historical Park Coordinator

Jamie Rigsby
Curator

ABSENT: Scott A. Ames
Kellie Gallop

The meeting was called to order at 6:37 P.M. by Board Chair, Clare Connally.

APPROVED MINUTES: The minutes were approved after making a few revisions. On page 10, the first sentence of the third paragraph was removed and the fifth paragraph was removed and the next to last paragraph was removed. Bitsy Laney moved to approve the October 25, 2016 minutes. Connie Hardy seconded. Carol Dingman moved to approve the revised minutes from November 29, 2016. Ann Christmas seconded. Motions carried unanimously.

CONSIDER EXCUSING THE ABSENCE OF KELIE GALLOP, CONNIE HARDY AND BITSY LANEY FROM THE OCTOBER 25, 2016 BOARD MEETING AND KELLIE GALLOP AND KAY LYNN LYON FROM THE NOVEMBER 29, 2016 SPECIAL CALLED BOARD MEETING: Following the lead of City Council, Board absences will need to be excused at the following meeting by the members of the Board present. Carol Dingman moved to excuse those named with the understanding that Clare Connally will be talking with Kellie regarding her absences. Ann Christman seconded. Motion carried unanimously.

DISCUSS CALLED CITY COUNCIL MEETING: City Council is having a called meeting at 6:00 P.M. on Tuesday, January 31 to discuss the bond election. Jeff Harting, Parks and Recreation Director, asked Derrick Birdsall to submit the package on the North Texas History Museum/Conference Center that he presented to the Bond Committee a few months ago. Mary Ludwig will read from the journal at the Council meeting tonight. A volunteer will be reading from the journal to the Council on February 21, 2017.

Carol Dingman suggested we present our Building Committee findings at the Council meeting on January 31. Carol broke down the cost of each segment for some members of Council. The Museum came to 4 million dollars. The Park generated \$192,000 last year.

Carol spoke to Councilmen Mike Bomgardner and John Norwood trying to convince them the City should buy the property on Ford Road. She mentioned several reasons. It could be a zoning problem if we don't buy it. We could buy it now and up-date and customize it in the future.

Carol suggested talking to the Council again and writing and calling them about the building and buying the Ford Road property. Clare is concerned about speaking to the Council about it again so soon. The Board agreed to table the issue until Council decides about the bond election. Of the original 3.5 million dollars that Council originally designated to the Historical Park, there is 2.5 million dollars left after one million was set aside for the Trails. There is likely no additional money unless the bond is successful. Carol explained the difference between a Certificate of Obligation – approved by Council and a General Obligation Bond – which is voter approved.

DISCUSS ADDITIONAL ADVERTISING OF THE HISTORICAL PARK: Beth Wood thanked the staff for the advertising and exposure out there now. She showed us several other avenues to get positive park exposure. Kim Jolly Chapman said that the North Texas Giving Day supplement in the Dallas Morning News would have a feature about the Park in it next year. Beth suggested t-shirts listing every Park event to sell or give to volunteers or to sell at Farmers Market. She also suggested putting the Park on eventbrite.com and showed us Bella Vista magazine. Other ideas were signs like the Firehouse Theater puts in yards. The Board agreed that Bradley Kent the new Marketing Coordinator for the Parks could be involved in this. We could help him create a “wish” list. Bradley will be coming to our next meeting. Beth also told the Board that we could get a free ad in AAA magazine. Staff informed the Board that Texas Monthly is going to run a feature in the Park. Kay Lynn Lyon talked about the possibility of volunteers like Linda Bambino promoting the theater. The Board agreed putting signs in yards might not be a good use of our time. Carol Dingman said there is money in the City's budget for marketing. The Board was receptive to Beth's creative ideas.

DISCUSS THE HISTORICAL PARK'S RENTAL POLICY: Staff thanked everyone for their input on the rental policy. The changes being proposed are in doing away with resident/nonresident levels of fees and incentivizing hotel/motel stays instead; moving away from the current alcohol guidelines and going to an approved vendor list; and to change the reservation calendar to a 3-year period. Offering other rental opportunities such as birthday parties, anniversaries, memorial services, etc. was discussed. Also rate changes will be made to get the Park in the same range as our competition. Carol asked if the Park might get a percentage of the profits if a vendor wanted to be on the “preferred” list. Staff will look into the suggestion and report back at a later time.

Currently, brides can go online to obtain information. Once initial contact is established, Kim Jolly Chapman handles the coordination with them by meetings, emails and phone calls.

DISCUSS THE HISTORICAL PARK'S FIVE YEAR PLAN: Derrick Birdsall said some of the goals are in the Park's control and some are not. Bitsy Laney asked what matrix dashboard is. Derrick explained it is to measure accomplishments. Carol Dingman asked about the Gilbert brand. Derrick explained to us that it was just discovered during the transcription process of the Gilbert journals - it's a capital G with a half circle over it. Carol asked if they could add the dollar amount predicted to be spent beside each goal in the Five Year Plan.

Derrick suggested we might paint a sponsor billboard on the back of the Service Station wall that fits with the period like possibly a Dr. Pepper billboard or some other product or vendor popular in that period that might pay us for the ad/exposure.

Carol said we need a good development person to create grants and find sponsors. Marjorie Cutler agreed. It was felt that we need a long-term contractor for that job.

Kim Jolly Chapman explained that the outdoor kitchen is historical to the Gilbert House. Kitchens were separate from the house to prevent house fires.

Staff is working on structural foundation, bringing in the garden and building the outdoor kitchen as part of the Gilbert Project. The journal transcription has been a huge benefit to find herb and drug names and items Dr. Gilbert purchased on his trips to Dallas. New discoveries from the journal will result in changes in the Gilbert House that reflect what has been learned.

Clare announced that there is a new Lifetime member of the Friends – a bride.

DISCUSS WITNESS TO HISTORY: The Board received an application for the *Witness to History Award* from the James A. Smith Masonic Lodge No. 395 which has been in Farmers Branch nearly 120 years. Gretchen Cash made moved to accept the nomination. Kay Lynn seconded. Motion carried unanimously. The application will go to Council in soon.

UPCOMING EVENTS: The schedule of upcoming events was included in the Board's packet and discussed. Clare Connally encouraged the Board to dress in 60's attire for the Boards and Commissions dinner.

COMMITTEE REPORTS:

- A. COLLECTIONS:** Jamie Rigsby was present to discuss the Collections report. The Depot is scheduled to be repainted this budget year and staff was able to get MKT specific colors so they will be 'period' correct. The Christmas decorations have all been taken down. There were 400 volunteer hours in collections alone last year.

There were donations from Roger McKemie, Kim Downs and Jamie Rigsby. Bitsy Laney moved to accept the donations. Marjorie seconded. Motion carried unanimously. Marjorie Cutler moved accept the donations from Roger McKemie. Gretchen Cash seconded. Motion carried unanimously. Kay Lynn moved to accept the donations from Jamie Rigsby. Ann Christman seconded. Motion carried unanimously.

- B. FRIENDS OF THE HISTORICAL PARK:** No report.

- C. MUSEUM EDUCATION/VOLUNTEERS:** Derrick Birdsall praised the Park's volunteers. Nearly 4,500 volunteer hours were logged in 2016. That's over \$101,000 in in-kind donations to the Park.

- D. MUSEUM/PLANNING:** No report.

E. MUSEUM STORE: Kim Jolly Chapman announced that the staff completed software conversion from CLASS to Active Net for the Museum Store.

F. ORAL HISTORY: Kim Jolly Chapman said Dara Jones will start in the near future as contract oral historian.

G. PROGRAMS AND SPECIAL EVENTS: No Report.

H. REVENUE: No report.

I. WEDDINGS: Kim Jolly Chapman is attending the annual bridal show at Dallas Market Hall this weekend.

DIRECTORS REPORT: The Director's Report was included in the Board's packet and discussed.

ADJOURNMENT: The meeting was adjourned at 9:15 P.M.

RESPECTFULLY SUBMITTED:

Gretchen Cash, Secretary

Clare Connally, Board Chair



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017.

SUBJECT: Board Attendance

Consider excusing the absences of Board member Scott A. Ames from the January 24, 2017 Board meeting.

Adhering to the new Attendance Policy under the Ethics Policy City Council has adopted, the Historical Preservation and Restoration Board shall decide by vote at this meeting whether Scott's absence was for good cause or not.

As a matter of practice, the Board has excused the absence of a Board member when a member has a pre-notified excusable absence. By excusing the absence, the Board member is not penalized with using one of three unexcused absences allowed in the Charter.

Actions:

- 1) Motion to approve the excused absence of Board member Scott A. Ames from the January 24, 2017 Board meeting.
- 2) Motion to deny approval of the excused absences of Board member Scott A. Ames.
- 3) Motion to modify to meet the needs of the Board.
- 4) Motion to table the issue for further study or take no action.



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Marketing Coordinator

Bradley Kent, Marketing Coordinator will be present at the Board meeting to meet the Board and discuss marketing the Historical Park.



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Rental Policy

The Historical Park's Rental Policy is in need of revision and updating. At the January 24, 2017 Board meeting staff reviewed proposed changes with the Board. Staff will be on hand to update the Board and answer questions.

RENTAL POLICY

Revised and Farmers Branch City Council Approved:



FARMERS BRANCH
Historical Park

www.fbhistoricalpark.com

City of Farmers Branch Rental Agreement Historical Park Use Agreement

Introduction: The Farmers Branch Historical Park is a museum operated by the City of Farmers Branch as a division of the Parks and Recreation Department. We appreciate your consideration of our facility for your event. Please keep in mind that our primary function as a museum is to educate the general public about the history of Texas, Peters Colony, and Farmers Branch. In planning your function, we hope you will explore our rich history and have a most successful event.

The City of Farmers Branch is pleased to offer the 1890s Church, 1937 Dodson House, Gazebo, Commercial Kitchen, and grounds for the use and pleasure of those renting these facilities. Rental of these buildings or grounds does not mean exclusive use of the entire Historical Park grounds and its facilities.

We encourage events that are consistent with the variety and beauty of the site. In recognition of the fragile and irreplaceable nature of the structures at the Park, we believe that sensible rules are appropriate to ensure the continued protection of the Park and its historic structures.

Reservations will be taken up to three (3) years in advance. Scheduling will open in January. While every step will be taken to ensure there will be no conflicts between City and private events; City events will take priority.

Reservations will be considered confirmed only after renter has read, agreed to abide by, signed the contract, and paid the security deposit(s) and rental fees (see page 10), and provided written documentation of meeting hotel/motel requirements if applicable.

Hours:

Monday – Friday	8:00 a.m.-6:00 p.m.
Saturday & Sunday	Noon-6:00 p.m.

Park Closed:

New Year's Day, Easter, Thanksgiving, Christmas Eve and Christmas Day

Please make an appointment to view structures or submit paperwork.

Events will not be scheduled before 8:00 a.m. and will end no later than 11:00 p.m.

GENERAL REGULATIONS

FEES

(see page 10)

Security deposit(s) and rental fees are due at the time of reservation. Reservations will be confirmed when security deposit(s) and rental fees have been paid and all paperwork, including official written documentation of Farmers Branch hotel/motel usage, if applicable, is complete.

DEPOSIT(S)/ RENTAL FEES (see page 10)

The security deposit(s) and rental fees are deposited. Security deposits are refundable seven (7) to fourteen (14) working days after the scheduled reservation and/or when all conditions of the contract are met—non-damage to facility or museum property, cleaning, trash removal, decorating requirements, and rental equipment removal. All refunds are subject to the final discretion of the Historical Park Superintendent.

CANCELLATION

If the rental agreement is canceled in writing thirty (30) days or more in advance, the security deposit and rental fees are refundable. If written notice is received less than thirty (30) days prior to the event, the security deposit and all rental fees can be forfeited.

If paying by check and the check is returned (insufficient funds), reservations will automatically cancel. The check writer will be held liable for non-sufficient fund charges in accordance with current City policy.

HOTEL/MOTEL CANCELLATION

If hotel/motel rooms have been cancelled, the reservation is automatically cancelled and the above stated cancellation policy becomes effective. It is the responsibility of the renter to notify Historical Park staff in writing if a change in hotel/motel selection has occurred.

LIABILITY

All renters agree to pay for any damage done to the facility, grounds or furnishings by themselves, their guests, caterers, or employees during or pertaining to their rentals. A signed contract covering this aspect will be required at the time of rental application (see General Statement of Understanding). If damage should occur, notification will be given to the renter as soon as damages and replacement, repair and/or clean up costs have been determined. If replacement, repair and/or clean up by Historical Park staff is required, the renter will be financially responsible for the cost of the replacement, repair and/or clean up not covered by the deposit. The City of Farmers Branch is not responsible for anyone injured on the premises, personal property left on the site, or rental equipment. For the safety of guests and visitors to the Park, aircraft such as helicopters, hot air balloons, etc. will not be allowed to land or take off from the property without the written approval of the Director of Parks and Recreation.

ALCOHOL

Alcohol may be consumed during Historical Park reservations and at designated special events with written approval of the Director of the Parks and Recreation Department (see Permit for Service of Alcoholic Beverages). The following guidelines must be adhered to:

- The deposit required by applicable rental policies shall be doubled for events for which the Director has issued a Permit for Service of Alcoholic Beverages.
- Alcohol beverages shall be brought to a City facility and served ONLY by approved vendors.
- Alcoholic beverages shall not be brought to a City facility or City park by an individual(s) or event sponsor for personal consumption, even for ceremonial purposes; provided, however, a single bottle of champagne, wine, or other alcoholic beverage may be brought by the wedding party to a wedding event for which a park reservation has been made solely for a toast between the bride and groom. This does require written permission of the Director, and intent to conduct such a ceremonial toast must be indicated on the rental application.
- The renter shall be responsible for ensuring that intoxicated individuals are not served additional alcohol beverages.

ALCOHOL

- Consumption/service of alcoholic beverages will only be allowed in a specified area defined in the permit issued by the Director.
- The Director shall have the authority to require one or more off duty Farmers Branch Police Officers (or, if insufficient number of Farmers Branch Police Officers are available, one or more law enforcement officers, as approved by the Farmers Branch Police Department, with a current TCLEOSE certificate), as determined by the Director based on anticipated attendance at the event. Attendance exceeding the anticipated amount may require additional Police Officers and will be at the discretion of the Police Officer working the event. The cost of such officers shall be solely the expense of the **renter**.

SMOKING

Smoking may take place outside and at least 20 feet from any structure or wooded area. Fireplaces may not be used.

CLIMATE CONTROL

While our structures are climate controlled, there are limitations due to the age of each structure. Staff will attempt to make you as comfortable as possible within the acceptable range of temperature for that structure and in consideration of contributing factors. **Tampering with thermostats will forfeit the right to receive a security deposit refund.**

DECORATIONS

Interior furnishings (including pews, equipment, displays, sofas, chairs, pianos, organs, wall decorations) may not be re-arranged or used outside the rental structures. Decorations should be pre-assembled before being brought to the Historical Park. **The use of tacks, staples, tapes, or adhesives of any kind is prohibited.** Floral wire and/or ribbon are permitted as long as no nails or tacks are attached to structures or furnishings. The renter is responsible for leaving the facility in its original condition. If cleaning by Historical Park staff is needed after the rental, staff time will be deducted from the security deposit at the rate of **\$30.00** per man hour.

Flames of any kind are not permitted, including unity candles. However the use of battery or electric candles is permitted or regular wax candles if not lighted.

**REHEARSAL/
SETUP/
DELIVERIES**

A one and half hour rehearsal may be scheduled during Park hours at no charge if using the Park for a wedding; after hours and additional time can be scheduled in accordance with the rental rates (see page 10). Rehearsals that run over the allotted one and half hour period will be billed for time used.

The renter or event representative for your party must be available to accept and inspect deliveries. Weekday deliveries can be made during Park hours. Weekend deliveries cannot be made before 12 noon and cannot interfere with scheduled Park events. **Any theft, loss or damage of rental items at the Farmers Branch Historical Park is the responsibility of the renter.** The City of Farmers Branch assumes no liability for loss or damage of rental items (tents, tables, chairs, serving equipment, etc.).

**RENTER WILL PAY FOR STAFF TIME AT THE RATE OF \$30.00
AN HOUR, INCLUDING HOTEL(S)/MOTEL(S),
IF TIME OTHER THAN NORMAL PARK HOURS ARE USED.
(Staff time will be deducted from the security deposit)**

CATERERS

Limited (drop off service):

All caterers who are providing catering services at the Historical Park are required to provide the City of Farmers Branch with proof of General Liability Insurance in the amount of \$1,000,000 per occurrence, and Automobile Liability Insurance, \$1,000,000 Combined Single Limit and a signed catering agreement.

The City of Farmers Branch shall be named as an Additional Insured on each applicable policy. Such proof of Insurance shall be provided prior to the catered event.

Full-Service:

All requirements of limited catering and proof of Workers Compensation Insurance, per State of Texas Statutes.

Caterers make an appointment to view and assess the Park Facilities and grounds prior to the event.

**ENTERTAINMENT/
NOISE**

Music is allowed during your event (harpist, string quartets, and bands). Bands can number no more than five pieces. Music can be scheduled on the grounds no later than 10:00 p.m. and must not be disruptive to the residential neighborhood in which the Historical Park is located. (PLEASE NOTE: Amplified music may be allowed, but only with an approved Amplified Sound Request.)

**CONFLICT/
EXCLUSION**

No rentals (private or otherwise) will be scheduled during a City event. City staff may cancel any scheduled reservation should the activities planned be in conflict with the stated rules or special activities of the City of Farmers Branch, or if they detract from the public image of the Farmers Branch Historical Park. The Farmers Branch Historical Park will always attempt to accommodate the renter in such matters. The City of Farmers Branch reserves the right to exclude any group or individuals it deems unacceptable. No illegal activities of any kind will be tolerated on the premises. All rentals at the Historical Park are of a non-exclusive nature—rental of structures or grounds does not mean exclusive use of the entire Historical Park.

AUTOMOBILES

Automobiles are allowed inside the Park at times other than weddings at the Historical Park Superintendent's discretion. Only one (1) automobile is permitted on the main pathway during weddings, receptions, or events. The vehicle must enter at the Farmer Branch Lane entrance only. Deliveries for functions to be held at the Park must be made during Park hours. NO EXCEPTIONS.

PARKING

Parking is free and is limited to a capacity of 59 cars in designated areas by the Farmers Branch Lane entrance. Vehicular traffic and parking is prohibited on the Park grounds and pathways without prior approval. Please inform the Historical Park staff at the time of reservation if overflow parking is needed. Securing overflow/off-site parking is the renter's responsibility.

ANIMALS

No animals are allowed within the structures at any time (except service animals aiding the impaired).

**INCLEMENT
WEATHER**

The City is not responsible for weather and recommends having a back up plan in place for outdoor functions, including rental of an indoor facility like the Dodson House. Refunds will not be given if any facilities are rented but not used.

CLEAN UP

Renter is responsible for all clean up and related items. All activities including clean up are to be completed during the scheduled reservation time. Renter must properly dispose of all decorations, litter and other debris. Trash must be bagged and left in designated area.

Benches and picnic tables may be moved and used for reservations but must be returned to their original location. Failure to return will result in forfeiture of security deposit(s).

Historical Park staff will inspect the facility after the rental is complete. Failure to comply with any of the rules & regulations may result in forfeiture of deposit. Failure to clean up or remove items, personal, rented, or otherwise, will result in staff time being deducted from the security deposit at the rate of \$30.00 per man hour for clean up.

LOGO

The name of the City of Farmers Branch, Farmers Branch Historical Park, logo, trademarks or other distinguishing marks may not be used by renters, except when denoting the address on invitations, maps, etc.

FUNDRAISING/ GAMBLING

No organization or individual may use the property for purely political activities, raising funds, or recruiting members for any organization except for approved City of Farmers Branch activities. No gambling for monetary gain shall be allowed.

PHOTOGRAPHY AS PART OF A SCHEDULED RESERVATION

The Historical Park may be used as a backdrop for photos/video prior to and during a rental at no additional charge. However, no images will be taken inside any structure other than the Church and Dodson House. Please contact the Historical Park staff to schedule a photo shoot prior to your reservation.

NON COMMERCIAL PHOTOGRAPHY

If you are not utilizing the Historical Park as part of a scheduled reservation, the Park as a backdrop for family portraits or professional photography shoots. Professional photographers shooting family portraits or non-commercial images will pay an annual fee of \$100 for the privilege of using the Historical Park as a backdrop for business for the ensuing 12 months. Professional photographers must schedule appointments with Historical Park staff to ensure there is no conflict with other renters or pre-scheduled events or activities. After hour shoots are available at the hourly rate (see page 10).

COMMERCIAL PHOTOGRAPHY

The Historical Park may be used as a backdrop for commercial photo/video shoots. Security deposit and hourly rates (see page 10) will apply. Additional permission must be obtained in advance if any image of the Historical Park is used for promotion of a project. Permission will not be granted for images to be used as a symbol or logo. The Historical Park will be presented with a gratis copy of the final work. No more than one vehicle will be allowed to park inside the main grounds of the Historical Park; and then only if the vehicle will be used to facilitate changing clothes for the project. If a vehicle will be needed inside the main grounds during a project, Historical Park staff must be notified at the time of reservation to ensure that there are no potential conflicts. All additional rules and regulations will apply.

RESERVATION POLICY & PROCEDURES

Wedding/Reception Rentals:

Renters will receive a 50% discount off wedding/reception rates if utilizing \$1,000 in Farmers Branch Hotel/Motel usage (room nights, room rental and/or catering). Visit destinationfarmersbranch.com for a complete listing of Farmers Branch hotels/motels. Confirmation of reservation consist of payment of security deposit(s) and rental fees (see page 10), a signed rental agreement and a copy of a signed hotel/motel contract showing proof of \$1,000 worth of business at a Farmers Branch hotel/motel, if applicable.

Farmers Branch Businesses

The business must be based within the Farmers Branch city limits. Payments made by check from the business must have the Farmers Branch address imprinted permanently on the face of the check. Businesses paying by cash or credit card must provide a copy of their Farmers Branch water bill. Farmers Branch businesses are subject to security deposit(s) and rental fees (see page 10).

Farmers Branch Non-Profit Rentals:

Farmers Branch non-profits are defined as Farmers Branch based groups with a 501(c)(3) status. During operating hours non-profit groups are not charged an hourly fee but are required to pay security deposit(s) (see page 10). Non-profit groups pay after hours fees (see page 10) after operating hours. Non-profit groups may reserve the Dodson House or Old Church on a quarterly basis, with not more than one reservation per quarter. Non-profit groups other than Farmers Branch churches, schools (public and private) and scouting groups must present a roster each quarter with a 51% Farmers Branch residency. Payments made by check must have the non-profit's name and Farmers Branch address imprinted permanently on the face of the check. Proof of residency is required.

All reservations are subject to the General Regulations.

Rental Rates:

	Deposit (Refundable)	Operating Hours Rental Fees	After Hours Rental Fees
Anniversary Party Baby Shower Birthday Party Family Reunion Meeting Memorial Service Rehearsal Dinner Wedding Shower	\$200.00 for 1 structure/grounds \$300.00 for 2 or more structures	\$200.00 per hour/2 hour minimum for 1 structure/grounds \$300.00 per hour/2 hour minimum for 2 or more structures/grounds	\$200.00 per hour/2 hour minimum for 1 structure/grounds \$300.00 per hour/2 hour minimum for 2 or more structures/grounds \$30.00 per hour deducted from the deposit for staff time
Capacity 60 Wedding and/or Reception	\$400.00	\$1,800.00 for 6 hours; additional hours may be reserved at \$200.00 per hour	\$30.00 per hour deducted from the deposit for staff time
Farmers Branch based Non-Profit	\$200.00 for 1 structure/grounds \$300.00 for 2 or more structures	Waived	\$150.00 per hour/2 hour minimum for 1 structure/grounds \$250.00 per hour/2 hour minimum for 2 or more structures \$30.00 per hour deducted from the deposit for staff time

RENTAL FORMS

Revised and Farmers Branch City Council Approved:



FARMERS BRANCH
Historical Park

www.fbhistoricalpark.com

RENTAL INFORMATION

Name: _____ Phone: _____

Email: _____ Alt. Phone: _____

Mailing Address: _____

Mailing Address (after wedding, if different): _____

Today's Date: _____ Number of guests expected: _____

Date of event: _____ Time: _____

Rehearsal Date: _____ Time: _____

Alcohol: ☐ None ☐ Bride & Groom Only ☐ Serving

Discount: ☐ Hotel/Motel Usage

Please read and initial:

_____ I have read the Rental Policy and agree to abide by all rules and regulations of the Historical Park.

Function:

☐ Baby Shower ☐ Birthday Party ☐ Family Reunion

☐ Meeting ☐ Memorial Service ☐ Photo Shoot

☐ Reception ☐ Rehearsal Dinner ☐ Wedding

☐ Wedding Shower ☐ Other, _____

Structure(s):

☐ Old Church ☐ Dodson House

☐ Gazebo ☐ Grounds

☐ Commercial Kitchen

Payment:

Total Hours: _____

Deposit: \$ _____

Rental Fee: \$ _____

Alcohol Deposit: \$ _____

Total: \$ _____

GENERAL STATEMENT OF UNDERSTANDING

The Farmers Branch Historical Park is operated by the City of Farmers Branch, Texas, for the benefit of the general public. Permission for private use of the Park (facility) is a privilege given by the City of Farmers Branch. Because the Park has been assembled, maintained and operated for the general public, it is necessary that certain rules and regulations be established to protect its best interest in preserving the historical items entrusted to its care.

HOLD HARMLESS AGREEMENT

In consideration of the City of Farmers Branch, Texas, allowing me to rent the facilities at the Historical Park, I/we voluntarily assume all risk of loss, damage, or injury and agree to fully indemnify, release and hold harmless the City of Farmers Branch, Texas, and its officials, employees, and/or agents, jointly and/or severally, from every claim because of loss, damage, or injury of any kind because of such activity, regardless of whether such loss, damage, or injury is caused by the negligence of the City of Farmers Branch, its officers, agents, and employees or by any other cause.

Therefore, the following UNDERSTANDING must be agreed upon before permission to use the facility is granted.

I have read the General Regulations, Reservation Policy & Procedures, General Statement of Understanding, and the Hold Harmless Agreement and I agree to abide by these conditions. Non-adherence may result in forfeiture of all or portions of the deposit. Renter will be held responsible for damage and non-adherence to regulations.

Please sign and date below and return all copies to the Farmers Branch Historical Park Administrative Office in the Museum Store. Fees must accompany form. One copy will be returned to you. For further information, please call (972) 406-0184.

Signature

Print Name

Date

Historical Park Staff

Date confirmed by staff

**CATERING AGREEMENT
WITH
CITY OF FARMERS BRANCH
FOR FARMERS BRANCH HISTORICAL PARK**

Name of caterer (hereafter referred to as caterer)

Date

Agrees to provide proof of one million (\$1,000,000) liability insurance policy. Proof of insurance to be provided two weeks before designated rental date and to name "City of Farmers Branch" as additional insured.

Caterer agrees to remove all trash (bagged) resulting from food preparation, etc., and deposit where instructed by Park staff.

Caterer agrees to abide by the policies of the City of Farmers Branch which prohibits smoking, open flames or candles in the facility, including restrooms and porches, and affixing decorations to any surface with tape, glue, tacks, nails, etc.

Caterer agrees to abide by all instructions and directions given by the staff of the Farmers Branch Historical Park.

Renter agrees to forfeit deposit if damage to facility occurs, or if deposit is not sufficient to cover damage; renter agrees to pay the difference for cost of repair or replacement. Facility will be inspected after the event and a report made.

STATEMENT OF UNDERSTANDING

I have read the foregoing contract and agree to abide by the terms and conditions. I also agree that I will take sole responsibility for performance of all terms, conditions and obligations set forth in this agreement during the event for which I am catering at the Farmers Branch Historical Park.

Catering representative

Historical Park Representative

Name of Renter

Date and hours of rental

Name of Insurance carrier & policy number

PLEASE RETURN THIS CONTRACT, WITH PROOF OF INSURANCE TO:

**kim.chapman@farmersbranchtx.gov
972.919.8733 fax**

**APPLICATION FOR PERMIT FOR SERVICE OF ALCOHOLIC BEVERAGE
IN PUBLIC PARKS IN CITY OF FARMERS BRANCH**

Name: _____ Phone Number: _____

Email: _____ Alt. Phone Number: _____

Mailing Address: _____

Type of Event: _____ Date/Time of Event: _____

Sponsor of Event: _____ Number of Guests Expected: _____

Will attendees be predominantly 21 years of age or under? _____

Park/Structures being used: _____

By signing below, as the prospective renter/user of City facilities, I agree to follow the rules, regulations, policies and laws related to alcoholic beverage distribution and consumption. It is my responsibility to secure any necessary permit(s) and adhere to laws and procedures of the Texas Alcoholic Beverage Commission. I understand that the process of review and approval for this permit may take several weeks. I also understand and agree to the terms of the Farmers Branch Alcoholic Beverage Policy, including but not limited to the following:

- If a **Private Event**, alcohol may be brought to a city facility and served only by a contractor/vendor/concessionaire licensed by the TABC. Either the Sponsor of the Event or contractor/vendor/concessionaire of alcohol must carry or obtain a Liquor Liability Addendum to their General Liability Policy and have such policy endorsed to name the City of Farmers Branch as additional insured on the policy. Insurance requirements are as follows: General Liability Coverage - \$1,000,000 per occurrence; \$2,000,000 annual aggregate. Coverage must be on a "per occurrence" basis; include medical expense limits of not less than \$10,000; include personal and advertising injury limit of not less than \$1,000,000; include products and completed operations limits of \$2,000,000 aggregate; and include fire damage with any one fire limit of \$1,000,000.
- City's Director of Parks and Recreation is authorized to require one or more off-duty Farmers Branch police officers to be hired to provide security at the event, based on expected attendance. The coordination/hiring/cost of such officers shall solely be the expense of the renter.
- Deposit required by applicable rental policies shall be doubled for events for which the Director has issued a permit for the service of alcoholic beverages.
- Alcoholic beverages shall not be brought into the City Park by an individual or individuals for personal consumption, even if a permit is issued by the Director.

Signature	Printed Name	Date
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TO BE COMPLETED BY CITY STAFF

Staff Member taking Reservation	Supervisor	Date
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Permit Granted (Yes or No): _____

Police Officers Required (Yes or No): _____ If Yes, Number Required: _____

Permit Issued By: _____
Parks and Recreation Director Date



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Upcoming Events

Please see the Education Report, included in the Board packet, for upcoming demos, weekend activities and Vintage Base Ball.

- 2/28 (Tuesday) Board meeting (7:00 pm)
- 3/7 (Tuesday) Star Party (dusk); alternate weather date 3/9 (Thursday)
- 3/28 (Tuesday) Board meeting (7:00 pm)
- 4/1 (Saturday) Vintage Base Ball Festival
- 4/4 (Tuesday) Star Party (dusk); alternate weather date 4/6 (Thursday)
- 4/14 (Friday) Good Friday full-time holiday (Park open 8:00 am – 5:00 pm)
- 4/16 (Sunday) Easter (Park Closed)
- 4/22 (Saturday) Date Night
- 4/25 (Tuesday) Board meeting with dinner (6:30 pm)
- 5/2 (Tuesday) Star Party (dusk); alternate weather date 5/4 (Thursday)
- 5/23 (Tuesday) Board meeting (7:00 pm)
- 5/27 (Saturday) Liberty Fest Presents: Stars & Strings
- 5/29 (Monday) Memorial Day full-time holiday (Park open 8:00 am – 5:00 pm)



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Collections Report

Donations:

David Dennis donated a handmade box of tools that his grandfather, George Dibbrell Dennis Sr. used to work on the Dennis Farm that was once where Janie Stark Elementary sits now. He also donated his father's (George Dibbrell Dennis, Jr.) 1942 Carrollton High Yearbook.

Danielle Brissette donated a handmade rag rug to the Expendable Collection.

Acquisitions: None

Did you know?: Lap Robes were once popular accessories for buggies, and later automobiles. The very heavy blankets were used to keep passengers warm and were usually sized for one passenger or two. The lap robe donated last month by Mr. Dennis was made by "Stroock," a popular upstate New York company that had been in business since 1866. The lap robe is also made of horsehair, known for its durability and warmth. The texture is similar to burlap and it has a rough deer design, very common for lap robes of this era.

Projects

1. Donations

Donations continue to come in as staff and volunteers work to process the last several donations.

2. Church Foundation/Humidity Control Project

Surveyors have been out to the Park to take measurements of the elevation of the School and surrounding area. Information will be submitted to engineers to begin laying out a plan for alleviating drainage issues within the foundation of the Church.

3. School Interior Painting

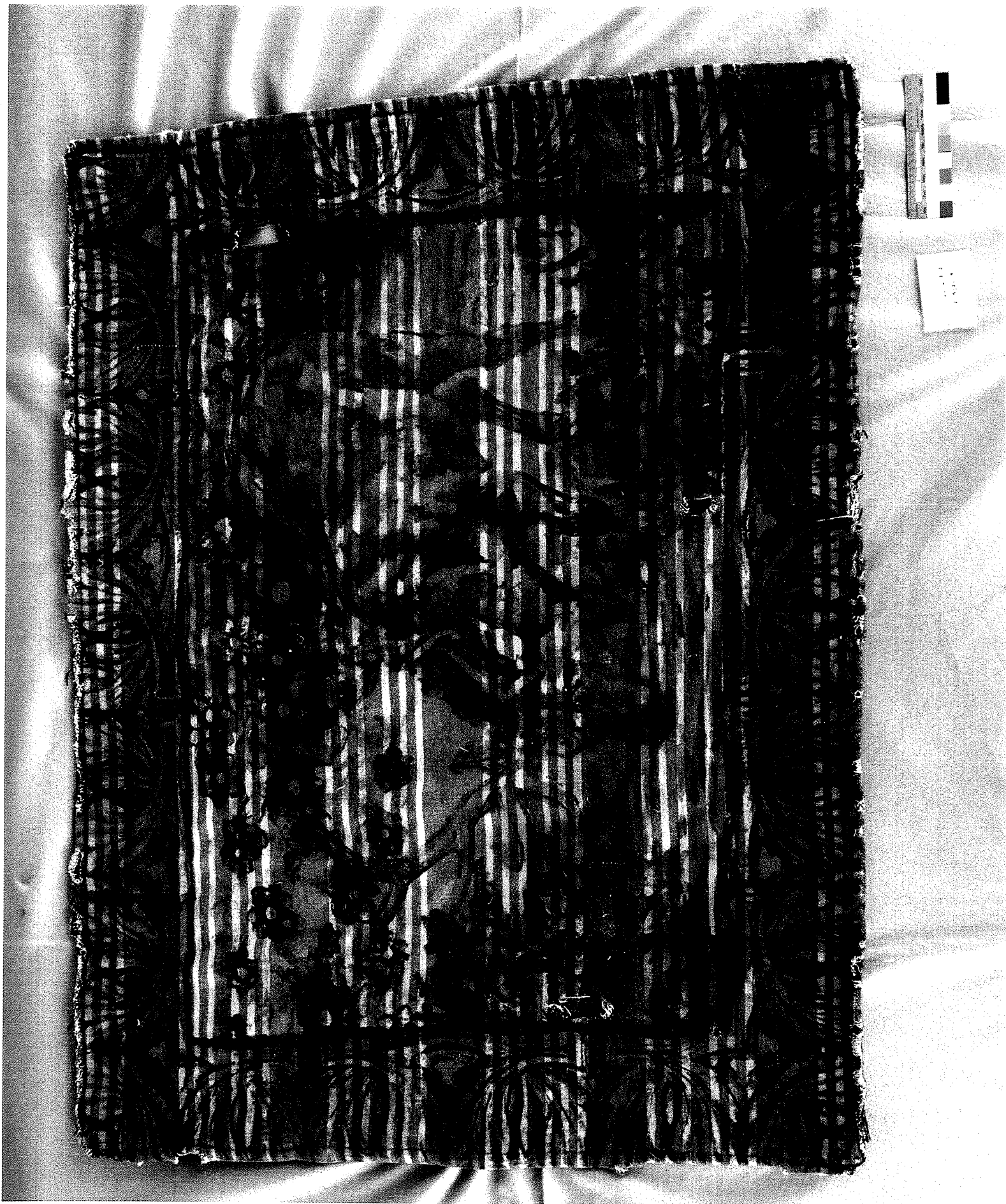
The interior of the School was in need of painting with flaking paint and cracks from the shifting foundation. The air ducts were cleaned in preparation for paint and the furnishings inside were either removed or covered.

4. Collections Management Policy

Staff is working on revising the Collections Management Policy to reflect changes in procedure including Access and Usage Agreements. Once staff changes are finished, the policy will be brought to the Board for review.

5. Speaking Engagements

Staff presented "How to Care for Your Own Art and Antiques" to the Peters Colony Historical Society on February 13 at the Josey Ranch Library in Carrollton. There were approximately 15 in attendance. Staff also gave the same presentation to the Antiques Group for Farmers Branch Woman's Club on February 15. There were approximately 17 in attendance.





FARMERS BRANCH

MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Education Report

Volunteers

- 2017 is off to a solid start with 181.5 volunteer hours donated so far by 21 volunteers
 - o This is compared to 75.5 volunteers donated this time last year by 19 volunteers

School Tours

- The 2016-2017 school tour season has 26 schools booked so far (9 from C-FBISD and Farmers Branch City schools and 17 from non-C-FBISD districts and outside of Farmers Branch) with 1899 total guests

Outreach

- Danielle presented programs at the Texas Living History Association Annual Conference, the Antique Divas, and the PEO Woman's Club
- Danielle was appointed as Vice President for the Texas Living History Association with a term expiring in January of 2018
- Danielle has been asked to serve as a humanities scholar for the Dallas Public Library as they pursue a Humanities Texas grant to help support Poetober, their month long celebration of the Victorian Era and Edgar Allan Poe (of which our Murder and Mayhem tours are a key component)
- Volunteer Beth Wood helped to update the following online calendars with many of the FBHP events for Spring and Summer 2017
 - o Yelp
 - o Nextdoor
 - o Dallas Child Magazine Online Calendar
 - o The Texas Living History Association Calendar
 - o KERA Art & Seek
- Many of our upcoming events are also posted on the Park's facebook page
 - o It would help spread the word if all board members liked, shared, and commented on the facebook page regularly

- Top facebook posts for the past month include:
 - o 1-23-2017- "Plan your special day at the museum!"
 - 2.6 K post reach
 - 13 post clicks
 - 2 post reactions/comments/shares

Farmers Branch Historical Park
Published by Danielle Brissette 171 · 23 January at 10:34 · 🌐

Plan your special day at the museum! Learn more about rentals here:
<http://farmersbranchtx.gov/index.aspx?NID=301>



Get more likes, comments and shares
Boost this post for \$18 to reach up to 3,000 people.

2,623 people reached

Boost post

Gabi Kos Lee and 1 other

Like Comment Share

2,623 People Reached

2 Likes, Comments & Shares

2 Likes	2 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
0 Shares	0 On Post	0 On Shares

13 Post Clicks

7 Photo Views	3 Link clicks	3 Other Clicks
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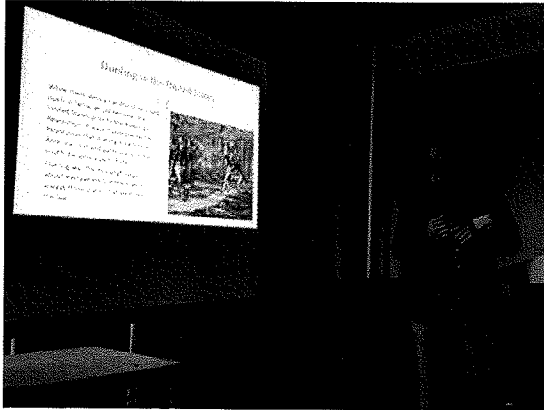
NEGATIVE FEEDBACK

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

- o 1-27-2017- "Looking for a lecture for your group, class, or club?"
 - 2.4 K post reach
 - 16 post clicks
 - 4 post reactions/comments/shares

Farmers Branch Historical Park
Published by Danielle Brissette 171 · 27 January at 09:03 · 🌐

Looking for a lecture for your group, class, or club? We have a full listing of available topics here: <http://farmersbranchtx.gov/index.aspx?nid=676>



Get more likes, comments and shares
Boost this post for \$18 to reach up to 3,000 people.

2,363 people reached

Boost post

Andy Borman, Holly Moore and Cody Joliff

Like Comment Share

2,363 People Reached

4 Reactions, comments & shares

1 Like	1 On post	0 On shares
1 Love	1 On post	0 On shares
1 Wow	1 On post	0 On shares
0 Comments	0 On Post	0 On Shares
1 Shares	0 On Post	1 On Shares

16 Post Clicks

6 Photo views	6 Link clicks	4 Other Clicks
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NEGATIVE FEEDBACK

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

- 2-4-2017- "A new display of electric items in our General Store!"
 - 2.3 K post reach
 - 7 post clicks
 - 13 post reactions/comments/shares



Farmers Branch Historical Park

Published by Danielle Brissette (2) · 4 February at 12:28 · 🌐

A new display of electric items in our 1927 General Store!



👍 Get more likes, comments and shares
Boost this post for \$18 to reach up to 3,000 people.

2,304 people reached

Boost post

👤 Melinda Wilson Valentine, Sayuri Li and 7 others

👍 Like 💬 Comment ➦ Share

2,304 People Reached

13 Reactions, comments & shares

9 👍 Like	8 👍 On post	1 👍 On shares
1 💖 Love	1 👍 On post	0 👍 On shares
2 💬 Comments	0 👍 On Post	2 👍 On Shares
1 👍 Shares	0 👍 On Post	1 👍 On Shares
7 Post Clicks		
3 👁 Photo views	0 🔗 Link clicks	4 👁 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Events

- Encounters from the Past 2017
 - The theme for this year's encounters is "Stories of Service", focusing on individuals who have contributed substantially to the Farmers Branch/Carrollton area or the world at large
 - Most scripts are for new characters, or are rewritten scripts for characters who have been performed before (See Danielle for full listing)
 - Event will be September 15 and 16
 - Newman Smith Theater Department has committed to being our partners for this event
- Upcoming Spring/Summer Events
 - *Come Fly a Kite!*
 - Sunday, March 26, 2017, 12:30-5:30 PM
 - Sunday, April 23, 2017, 12:30-5:30 PM
 - Sunday, June 25, 2017, 12:30-5:30 PM
 - Sunday, July 23, 2017, 12:30-5:30 PM
 - *Star Party*
 - Tuesday, March 7, 2017, Sunset - 9 PM
 - Tuesday, April 4, 2017, Sunset - 9 PM
 - Tuesday, May 2, 2017, Sunset - 9 PM

- *Bird Walk*
 - o Saturday, May 6, 2017, 8-10 AM - Migratory Bird Walk
 - o Saturday, June 17, 2017, 8-10 AM - Summer Bird Walk
- *Service Station Open for Business*
 - o Saturday, March 18, 2017, 1-4 PM
 - o Sunday, April 9, 2017, 1-4 PM
 - o Saturday, May 13, 2017, 1-4 PM
- *Vintage Base Ball*
 - o Saturday, March 11, 2017 - Versus the Waxahachie B.B.C., Waxahachie, TX- 10:00 AM at the Waxahachie YMCA, 100 YMCA Dr, Waxahachie, TX 75165
 - o Spring Training, Saturday, March 25, 2017 - Members of the Farmers Branch Mustangs will work off the winter by practicing fielding, batting, and more. Anyone interested in joining the Mustangs or with an interest in Vintage Base Ball is invited to join us.
 - o Open Practice - Tuesday, March 28, 2017, 5:30-7:30 PM
 - o Saturday, April 1, 2017 - Farmers Branch Vintage Base Ball Festival- Times TBA
 - o Saturday, April 15, 2017 - Versus the Carrollton Elites at the A.W. Perry Homestead, First Pitch at Noon
 - o Saturday, April 29, 2017 - Versus the Westerns B.B.C. of Topeka, Owasso, OK- Times TBA
 - o Saturday, May 20, 2017 - All Play Ball- Members of the public and of other Vintage Base Ball teams are invited to come and join us in a game of Town Ball, the predecessor of 1860s base ball with even fewer rules. Rules and equipment will be provided, although it's recommended that those planning to play wear athletic attire and sneakers or baseball cleats. If you'd like to come and watch the fun, bring a lawn chair or quilt. Check out the rules for townball at FBVintageBaseBall.com.
- *Log House - Spinning and Weaving*
 - o Saturday, March 25, 2017, 1-4 PM
 - o Saturday, April 29, 2017, 1-4 PM
- *Peters Colony Land Grant Office*
 - o Saturday, March 25, 2017, 1-4 PM
 - o Saturday, April 29, 2017, 1-4 PM
- *Train Depot*
 - o Sunday, April 9, 2017, 1-4 PM
 - o Sunday, May 21, 2017, 1-4 PM
- *Caboose*
 - o Sunday, April 9, 2017, 1-4 PM
- *General Store*
 - o Sunday, March 12, 2017, 1-4 PM
 - o Sunday, April 9, 2017, 1-4 PM

- School
 - o Sunday, April 30, 2017, 1-4 PM
 - o Tentative--- Saturday, May 13th, 2017, 1-4 PM
 - o Sunday, May 21, 2017, 1-4 PM
- Queen Anne Victorian Cottage
 - o Sunday, April 30, 2017, 1-4 PM
 - o Sunday, March 12, 2017, 1-4 PM
- Gilbert House
 - o Saturday, March 25, 2017, 1-4 PM
 - o Sunday, April 30, 2017, 1-4 PM
 - o Saturday, May 20, 2017, 1-4 PM
- Victorian Fencing Demonstration (Lawn of QAVC or in Church)
 - o Sunday, April 23, 2017, 1-4 PM
 - o Sunday, May 21, 2017, 1-4 PM
 - o Sunday, June 18, 2017, 1-4 PM
 - o Saturday, November 11, 2017, 1-4 PM - Grand Assault of Arms



MEMORANDUM

PARKS & RECREATION

TO: Clare Connally, Board Chair
Members of Historical Preservation &
Restoration Board

FROM: Derrick Birdsall, Historical Park Supt.

DATE: February 23, 2017

SUBJECT: Museum Store Report

Walk-in Tour \$60.36

Possible Pre-Packaged Bags

- | | |
|--|----------|
| • Rainwater Elementary (2 nd Grade) | March 2 |
| • Aikin Elementary | March 30 |
| • Grace Academy (Pre-K) | April 20 |
| • Primrose School | June 6 |

Visit to the Store

- | | |
|-------------------------|----------|
| • Prince of Peace | March 10 |
| • Davis Elementary | March 21 |
| • Homeschool LEAPS | March 22 |
| • Texas Virtual Academy | April 7 |

Inventory

Staff will be taking inventory and purchasing stock over the next month.

**PARKS AND RECREATION REPORT
JANUARY**

Council Items

Upcoming:

Approval to submit application for federal funds to develop trail network , 2/7

Special Events/Tournaments

Winter Invitational Soccer Tournament, 1/5, 24 teams

Upcoming:

Tournament of Champions, 2/16, 2/17 & 2/18

Senior Center

Monthly breakfast, 72 attendees, 1/9

Valentine Tea Ticket Sale Starts for Residents, 1/9
Sold out

Cookin' Club, 18 participants, 1/11

80 Uppers Club, 26 participants, 1/14

Putting Active in Your Aging, 32 participants, 1/20

Spud and Show, Florence Foster Jenkins, 44 attendees, 1/24

Trips in January:

Kimbell Museum of Art, 26 attendees, 1/10

Theatre 3, 24 attendees, 1/18

Cruisin' Cuisine, 24 attendees, 1/19

Fort Worth Stock Show and Rodeo, 24 attendees, 1/27

Upcoming:

Monthly Breakfast, 2/6

Valentine Tea, 2/10

80 Uppers Club, 2/11

Overcoming the Stress of Being a Caregiver, 2/15 & 2/16

Trips in February:

Museum of Biblical Arts, 2/1

Shoji Tabuchi Show, 2/11

Cruisin' Cuisine, 2/16

Dallas World Aquarium, 2/23

Community Recreation Center

Flex Fitness classes, 517 participants, 1/1-31

SilverSneakers Fitness, 183 members, 1/1-31

Holiday Craze Program, 62 participants, 1/2, 1/3 & 1/16

Upcoming:

Daddy Daughter Dance, 2/4

Summer Funshine Registration begins, 2/20

Aquatics Center

SilverSneakers Aquatics, 53 members, 1/1-31

Upcoming:

Polar Plunge, 2/4

Dive in Movie, 2/18

Parks:

Gardening Classes, 130 attendees, 1/10, 1/17, 1/24 & 1/31

Eagle Scout Project at Kerr Park, 90 volunteer hours, 1/14

Upcoming:

Rose Pruning Clinic, 2/18

**PARKS AND RECREATION REPORT
JANUARY**

Historical Park

Dallas Bridal Show, 1/28 & 1/29

January Walk-ins, 22

Upcoming:

Order of the Eastern Star Tea, 2/12

Bird Counting 101, 2/18

Participation Numbers

CRC: 735 program registrations
6,784 membership scans
by 1,305 members
183 Guest (Day) Passes

Aquatics: 149 program registrations
1,213 Natatorium
membership scans
by 253 members
131 Natatorium Day Passes

Sr Ctr: 5,311

*Sr Ctr Vol. Hrs: 212.5 volunteer hours
(one month behind)

HP Attendance: 22 (walk-ins)
HP Program attendees: 0
HP Vol Hrs: 277.25 (December)

Rose Garden Vol.Hrs: 0 hrs.
Program attendees: 0
JB Nature Pres. Vol. Hrs: 0 hrs.
Community Garden Vol. Hrs: 0 hrs.